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# OVERVIEW OF UNDERGRADUATE PROGRAMS

The Thomas H. Gosnell School of Life Sciences offers four undergraduate degree programs: *Biology*, *Biotechnology and Molecular Bioscience*, *Bioinformatics*, and *Environmental Science.* Each of these programs leads to a Bachelor of Science degree.

## Biology

RIT’s biology program starts with foundation courses in biology, math, chemistry, and the liberal arts and then immerses you in the biological sciences, studying animals, microorganisms, and plants at the levels of molecules, cells, tissues, organisms, populations, species, and the environment. You will acquire a comprehensive set of practical skills, from the proper way to prepare cultures in the lab to the appropriate methods of gathering and analyzing ecological data in the field. Undergraduate research is strongly encouraged and further strengthens your preparation for graduate study or employment.

<https://www.rit.edu/science/study/biology-bs>

## Biotechnology and Molecular Bioscience

Biotechnology is an exciting field that harnesses the cellular and molecular processes of living organisms to produce new technologies and products for use in medicine, diagnostics, research, and sustainability. The discipline of biotechnology is broadly applicable to many areas such as health-care, industry, agriculture, environmental science, academia, and ethics. The goals of the program are (1) to increase the availability of undergraduates trained to pursue employment in industry, government and academia and/or graduate work towards earning a graduate or professional degrees and (2) to provide a rigorous and up-

to-date curriculum that emphasizes hands-on laboratory experience, critical thinking, communication and teamwork.

<https://www.rit.edu/science/study/biotechnology-and-molecular-bioscience-bs>

## Environmental Science

An RIT environmental science major embraces the interdisciplinary scientific, social, and cultural aspects of ecological and environmental issues. Through coursework, integrated projects, technical training, and fieldwork, an ES major is prepared to plan and conduct scientific analyses, work with the tools necessary to solve environmental problems, and clearly communicate their findings to the public, policy makers, and scientific community.

<https://www.rit.edu/science/study/environmental-science-bs>

## Bioinformatics and Computational Biology

Bioinformatics is the application of computational and analytical tools to answer biological questions. The program prepares students to follow their interests in careers across many fields such as bioinformatics, biomedical science, computational biology, biotechnology, applied statistics and computer science. Graduates of our program are highly sought after in both industry and academia. They also have a wide range of skills to leverage, creating great career flexibility.

# 2.0 MINORS

##  2.1 Environmental Science

###

### Karl Korfmacher, Minor Adviser

**(585) 475-5554,** **kfkscl@rit.edu**

The Environmental Science Minor is designed to introduce students to the complexities of environmental issues and concepts and to provide them with opportunities to further investigate many of these issues through advanced coursework Central to this minor are the development of field, analytical, and problem-solving skills and an understanding of the multiple perspectives often embedded in environmental issues. Students interested in becoming “citizen scientists” or pursuing employment or an advanced degree with an environmental focus will find this minor beneficial. Environmental Science Major Students are not eligible to have an Environmental Science Minor.

For more information, visit <https://www.rit.edu/science/study/environmental-science-minor>

##  2.2 Biology: Cellular and Molecular

### Dr. Kate Wright, Minor Adviser

**(585) 475-4669,** **lkwsbi@rit.edu**

The minor in Biology: Cellular and Molecular provides students with the opportunities to experience and explore topics related to both the cellular and molecular aspects of modern biology to broaden and enhance their educational experience.

For more information, visit <https://www.rit.edu/science/study/biology-cellular-and-molecular-minor>

**2.3. Bioinformatics Analysis**

### Dr. Feng Cui, Minor Adviser

**(585) 475-4115,** **fxcsbi@rit.edu**

These courses provide a foundation for the core and historical analyses performed by bioinformaticists on biological data. BIOL-130, BIOL-135, and BIOL-327 set the foundation. BIOL-296 provides a context in global and ethical issues surrounding this field. By choosing two of the other elective courses, students have a choice of different implementations to solidify their understanding through implementing some of the core algorithms utilized by professionals in the field.

For more information, visit <https://www.rit.edu/science/study/bioinformatics-analysis-minor>

**3.0 IMMERSIONS**

As part of their requirements, **bachelor’s degree students must complete an immersion**—a concentration of three courses in a particular area. These courses support deeper learning within a focus area and are used to meet RIT’s general education requirements. In many cases, an immersion can lead to a minor with the addition of two courses. However, not all minors have a corresponding immersion and vice versa.

For information regarding available immersions, visit <https://www.rit.edu/study/immersions-and-minors>

# ADVANCED PLACEMENT AND TRANSFER CREDIT

4.1Advanced Placement

Please visit the webpage of the Office of the Registrar for the most up-to-date information about Advanced Placement, CLEP and International Baccalaureate credit.

https:/[/www.rit.edu/academicaffairs/registrar/](http://www.rit.edu/academicaffairs/registrar/)

### Please request that all official AP Scores be sent directly from the issuing body to:

RIT Office of the Registrar 60 Lomb Memorial Drive Rochester, NY 14623-5603

 4.2Transfer Credit

RIT awards transfer credit for courses completed at other regionally accredited colleges and universities only. Transfer credit at the undergraduate level will only be granted for coursework completed with a grade of **“C” or above**. There is no limit on the number of credit hours that can be awarded. Regardless of the total amount of transfer credit awarded, a **minimum of 30 semester credit hours** needs to be completed at RIT in the **college granting the degree** for Baccalaureate degree candidates. In addition, 20 of the final 30 credit hours must be completed with RIT coursework.

### Official transcripts should be sent directly from the issuing body to the following address:

RIT Office of the Registrar 60 Lomb Memorial Drive Rochester, NY 14623-5603

**Frequently Asked Questions**

1. Who makes the admission decision?

Admission decisions on undergraduate applicants are made by the Admissions staff in consultation with the college concerned.

1. Who evaluates my transfer credit?

Transfer credit is evaluated by the academic school or department in question and the College of Liberal Arts. Official transcripts from each college or university previously attended must be sent to the RIT Office of Undergraduate Admissions.

1. My previous university gave Pass/Fail and Credit/No Credit grades. Will RIT accept courses with these grades?

If the other university's academic policy specifies that Pass or Credit is equivalent to the letter grade of C or above, we will review the course for possible transfer credit.

1. Will the GPA from my previous university appear on my RIT transcript?

No. We do not record GPA information from other universities.

1. At my previous university, I received credit for a course through "Credit by Examination". Can I get transfer credit for this course at RIT?

It depends. Your performance on standardized exams, such as AP, CLEP, etc. will be re-evaluated by RIT. Often these exams will generate a similar credit award to what your previous university awarded. Courses that appear as Credit by Exam on your transcript that are for non-standardized exams (e.g., exams created by your university) are not eligible for credit.

The reason for this is that every school has different academic standards. We have no way of knowing what material your former school used to award credit.

 4.3Math Placement Exam

The Math Placement Exam (MPE) is required of all incoming students whose degree program requires a calculus course that includes our BS Biology, BS Biotechnology, BS Bioinformatics, and BS Environmental Science programs. The exam is administered by the School of Mathematical Sciences and is offered every semester during the enrollment process and every June for first-year students. The MPE will cover the following topics: *Algebra, Functions, Trigonometry, Geometry.*

The School of Mathematical Sciences will provide a recommendation to the students’ home departments for appropriate placement based upon the MPE score.

### Business and Life Sciences Sequences:

|  |  |
| --- | --- |
| **MPE Score** | **Course Placement Recommendation** |
| At Least 45% | COS-MATH-161: Applied Calculus |
| Below 45% | COS-MATH-101: College Algebra |
| At Least 70% | COS-MATH-181: Project Based Calculus |

Please visit [www.rit.edu/science/mpe](http://www.rit.edu/science/mpe) for more information.

 4.4 CLEP (College Level Examination Program)

CLEP is a nationwide system of credit by examination offered by The College Board. Any person entering college, presently attending college or out of college may take CLEP examinations and seek credit by submitting the test results to RIT for evaluation. Credit recommendations for CLEP vary depending on the subject and examination results. Please consult with an advisor in the Office of Student Services for further information and to determine which examination will fulfill Liberal Arts course requirements.

# 5.0 PROGRAM ENHANCEMENT OPPORTUNITIES

5.1Co-op

Cooperative Education, or co-op, gives you the opportunity to gain meaningful work experience before you graduate. Cooperative education at RIT is full-time and often paid employment directly related to your field of study. Co-op gives you the opportunity to:

* Apply much of the theory you are learning in your course work
* Experience a typical work day and focus your career choice
* Earn a reasonable salary which will help you finance your education
* Take a breather away from your "grind" as a student
* Develop additional technical skills and enhance vital personal skills such as judgment, written and oral communication, teamwork
* Make contacts (network) that may be helpful when you seek full-time employment
* Be a more attractive candidate for full-time employment after graduation and probably obtain a higher starting salary than students without co-op experience

Please visit <https://www.rit.edu/careerservices/students/co-op> for more information.

 5.1.1Bioinformatics and Computational Biology B.S Co-op Requirement

The B.S in Bioinformatics program requires the completion of one cooperative education experience during which students participate in applied bioinformatics, using current technologies to gain a practical perspective. More than 65 organizations in industry, government, and academia employ our students in full-time paid positions. Co-op positions may be completed during the summer and/or the academic year. No tuition is charged for co-op participation. If a student elects to pursue co-op during the academic year, they may need to extend the date of graduation beyond the traditional four years.

 5.2 Research Opportunities

Our undergraduates that participate in research throughout their course of study are often awarded with authorship on scientific publications alongside their faculty members. Many of our Life Science BS programs allow up to 6 hours of elective credit towards your degree for undergraduate research performed in RIT labs with Life Sciences faculty. These experiences often result in presentations at scientific meetings and/or publication of results in peer- reviewed scientific journals.

* + 1. Undergraduate Research for Credit

In the Gosnell School of Life Sciences, students are both encouraged and permitted to participate in undergraduate research for course credit. A student and a faculty member will work together to develop a “Research Contract” that will detail the objectives of the research, a brief research proposal, and methods for evaluating the student’s performance at the conclusion of the term. The form can be found here: https:/[/www.rit.edu/science/gsols/forms-](http://www.rit.edu/science/gsols/forms-docs) [docs](http://www.rit.edu/science/gsols/forms-docs) under the “Forms and Documents” tab of the GSOLS website.

The faculty member and student have the option of enrolling in one, two, three or four credits of research credit per term. Each credit of research is assumed as 3 – 4 hours per week in the laboratory. Upper division undergraduate research credit will count as program elective credit.

* + 1. Laboratory Safety Training

Laboratory Safety Training is required on an annual basis for all faculty, staff, and students participating in undergraduate research. Online training is available and the following link: <http://www.rit.edu/fa/grms/ehs/content/labstudio-safety>

 5.4.1 Key/Swipe Card Access

All students requiring key or swipe card access to specific facilities under the jurisdiction of the Thomas H. Gosnell School of Life Sciences must download the ‘*Room Access Authorization Form’* ( fillable pdf) and return the completed pdf to Jennie Liedkie, jslsbia@rit.edu . ***RIT’s Laboratory Safety Training ( Biosafety, Gas Cylinder, Bloodborne Pathogens may be required in some labs) must be completed for the current academic year.*** Upon completion of Laboratory Safety Training, your name will be added to the weekly Lab Safety Report . The ‘*Room Access Authorization Form’* can be found on Forms under the COS website, <https://www.rit.edu/myrit/system/files/cos_student/COS_Room_Authorization_Form.pdf>

Students may print out a certificate for their own records.

* 1. Independent Study

Thomas H. Gosnell School of Life Sciences students also have the opportunity to participate in Independent Study under a faculty member for course credit. The form can be found here: https://[www.rit.edu/science/gsols/forms-docs,](http://www.rit.edu/science/gsols/forms-docs) under the College of Science Forms tab.

* 1. Resources for Co-ops, Jobs, Internships

RIT has a number of resources on campus for assisting students with locating and securing co-ops, jobs and internships.

* RIT Office of Career Services and Cooperative Education ([http://www.rit.edu/emcs/oce/)](http://www.rit.edu/emcs/oce/%29)
* RIT Job Zone (https://[www.rit.edu/fa/careerzone)](http://www.rit.edu/fa/careerzone%29)
* RIT Fall and Spring Career Fairs <https://rit-csm.symplicity.com>
* GSOLS Co-op/Internships and Summer Research Opportunities in the Life Sciences <https://rit-csm.symplicity.com>
	1. Thomas H. Gosnell School of Life Sciences Clubs

Students are strongly encouraged make connections with other students and scientists in their field. Here are a few examples of the clubs sponsored by GSOLS

### Biotechnology Club

### Bioinformatics Club

### Pre-Veterinary Club

### College of Science Student Advisory Board

### For a complete listing of all RIT Clubs, visit <https://campusgroups.rit.edu>

* 1. Confocal Microscopy Lab

The Confocal Microscopy Lab provides RIT faculty and students with a multidisciplinary imaging research and training facility centered around confocal microscopy. Many courses in the Thomas H. Gosnell School of Life Sciences utilize the Confocal Microscope.

For more information, please contact Dr. Hyla Sweet, Lab Director, or visit: https:/[/www.rit.edu/science/confocal.](http://www.rit.edu/science/confocal)

#  7.0 ADVISING

7.1 Academic Advising

Each student is assigned an academic adviser who provides counsel on course selection, advice about careers, and information on RIT services. In addition, it is common for a science major to have several mentors among the faculty who help with academic, career, and personal questions. Life Science majors also have professional staff advisors to help with program specific questions related to scheduling, degree audits, and graduation requirements.

 Our unit advisors are:

 Tess Armstrong, tdtsse@rit.edu

Lindsay Cohen, laciao@rit.edu

Courtney Goodman, cdgsse@rti.edu

Students can track their academic progress using their login information in the Student Information System. To access that website, visit [Student Information System | RIT](https://www.rit.edu/infocenter/)

* 1. Career/Professional Advising

Each student in the Thomas H. Gosnell School of Life Sciences is assigned a Career/Professional Advisor in addition to their academic advisor.

Your Career/Professional Advisor is typically a professor within your school’s faculty. **You should seek the advice of your Career/Professional Advisor on manners pertaining to career aspirations and graduate/professional education.** Your academic advisor is available for course scheduling questions, pending graduation requirements, transfer credit articulations, etc.

Each student can view both their assigned Advisors on SIS. They are listed under the main “Student Center Page”, in the bottom right corner under “advisor”.

Please refer to the example screenshot included below.



# SCHOLARSHIPS & HONORS

* 1. Baldwin Memorial Scholarship

The David M. Baldwin Memorial Scholarships are supported financially from an endowment to RIT established by Professor Baldwin’s estate following his untimely death in 1975. Professor Baldwin graduated from Reed College, held a Master of Science degree in microbiology, and taught biology from 1945 to 1974. Teaching was his love and drive, and he spent many extra hours assisting students who were having difficulties in his courses. His dedication to teaching earned him one of the first Outstanding Teaching Awards ever awarded at RIT. His desire to help students obtain a sound education at RIT is perpetuated by these scholarships.

It is anticipated that the scholarships will be at least ***$5000*** for each awardee and the awards will be applied to the students’ RIT accounts. Presentation of the awards will occur at a dinner during the spring semester.

The following are required for eligibility for the Baldwin Memorial Scholarship:

* + - 3rd year Status
		- A **Minimum** Cumulative Grade point Average of **3.40** and be a full-time student for at least a year
		- Up-to-date resume or CV required cover and a written statement describing key academic and service contributions.

The awards committee will examine each student’s application for an emphasis on a service component.

In the fall Semester of each year, an email will be sent to all Thomas H. Gosnell School of Life Science students to solicit applications. This email will contain specific details regarding deadlines and to whom electronic applications should be sent.

* 1. John Wiley Jones Scholarship AWARD

John Wiley Jones created a scholarship fund to inspire and encourage students to pursue careers in science. The John Wiley Jones Award for Outstanding Students in Science is given to students in each of the six academic departments in the College of Science in recognition of their academic achievements and their contributions to the entire campus as good citizens.

8.3 David M. Lawlor AWARD

The David M Lawlor Award is awarded to students who show a dedication to both scholarship and service to their community. Students who receive this award are chosen based on a nomination by GSOLS faculty and staff.

* 1. Undergraduate Student Delegate for Commencement

Each year before commencement, the College of Science Honors and Awards Committee will select both an undergraduate and graduate student to serve as the college’s elected delegates for the commencement ceremonies. This student will be selected based on academic achievement and service to the university and the community. The selected undergraduate will represent their class with a brief speech during the College of Science commencement ceremony.

# GRADUATION

 9.1Requirements for Graduation

BACCALAUREATE DEGREES

A. Successful completion of all required courses of the university and college, including cooperative employment where applicable. All grades must be recorded and any outstanding Incomplete (“I”) grades must be resolved. B. A cumulative grade point average of 2.00 (a "C" average).

1. A minimum of 30 credit hours shall be successfully completed in residence at the university in the college granting the degree (inclusive of service courses). If the student has successfully completed 30 credit hours in residence, a petition may be submitted to the dean to study 10 credit hours in absentia in the final year of the degree; at a minimum, 20 of the final 30 credit hours are to be completed in residence.
2. Minimum number of credit hours as required by that college, but in no case shall this be less than 120 credit hours for the baccalaureate degree.
3. Wellness requirements as published in the university’s official bulletin.
4. Demonstrated competence in writing skills as established in the university’s writing policies (see D16.0).
5. Full payment or satisfactory adjustment of all financial obligations.
6. Candidates for the university’s degrees are expected to attend commencement ceremonies.

Graduation requirements for an undergraduate academic award are based on the regulations and requirements printed in the RIT Bulletin in effect at the time of a student's matriculation into his or her program. A bulletin published after the matriculation date may be chosen by the student when it is to his/her advantage. The time limitation on this provision is that no student may graduate under the requirements of a bulletin published more than seven (7) calendar years prior to the date of graduation.

Courses are subject to change without notice and the university is not obligated to offer discontinued courses. Individual curriculum requirements may be adjusted upon the student’s request, and with the approval of the head of the student’s primary academic department.

* 1. Early Graduation Policies

Students who are registered for all courses required to be certified for graduation in the spring or summer term of the current academic year and students who have been certified at the end of the previous fall term will participate in graduation each spring. A student may be allowed to participate in the spring graduation before the upcoming fall term in which they anticipate degree completion. A student may request an exception by submitting the COS Petition to Participate in Commencement form. Permission will be granted at the discretion of the head of the academic unit and the Dean’s Office for a student who will complete all degree requirements with 18 or fewer credit hours to be completed by the end of the following fall term. Undergraduate students may only participate in graduation and be listed in the commencement booklet one time

# ACADEMIC POLICIES

10.1 Institute Writing Requirement

The Writing Across the Curriculum Program requirement entails three writing intensive (WI) credit-bearing courses.

* + 1. One introductory WI course in the first year, "FYW: Writing Seminar" or other so-designated First Year Writing (FYW) course with approval of the First Year Writing Program Director.
		2. One course or sequence of courses in the student's degree program (PR-WI).
		3. A third WI course. Ideally this is a general education course (GE-WI), but it may also be a second PR-WI course.

Ideally these courses would be distributed through the student's time at RIT (e.g. FYW in the first year, a second WI course in years 2-3, and a PR-WI course in year four).

All undergraduate programs must provide and require at least one discipline-specific WI course (PR-WI). Students must be able to complete all WI requirements within the existing graduation requirements, and must successfully complete three WI courses before receiving a degree.

10.1.1 GSOLS Writing Intensive Courses (as of Fall 2015)

* + - * BIOL.240, General Ecology
			* BIOL.265, Evolutionary Biology
			* BIOL.308, Biology of Cancers
			* BIOL.425, Ethics in Bioinformatics
			* BIOL.450, Genetic Engineering
			* BIOL.599, Research Based Writing
1. 2 Experiential Learning Requirement

All students in the College of Science and the Thomas H. Gosnell School of Life Sciences are required to complete Experiential Learning (EL) that is minimally equivalent to one academic year, exclusive of first year biology, before they graduate. The experiential learning requirement can be fulfilled through a variety of methods including Co-op, undergraduate research, summer research experiences, designated EL courses, etc.

First Year Experiential Learning plays an essential role in students’ academic transition to the university. This is reflected in the first year Biology sequences (BIOL 101/102 or BIOL 123/124). In these introductory courses, students learn the fundamentals of biology and the application of biology to real world and practical applications. This transition year into the college environment is critical to the success of GSOLS students and is deemed of utmost importance by the GSOLS faculty.

Overall, the process of Experiential Learning (EL) in GSOLS beyond the first year sequence aims to more formally integrate concrete experiences, reflective observations, abstract conceptualization, and active experimentation into the undergraduate experience at RIT.

By engaging in Experiential Learning, individuals will:

* deepen their knowledge through repeated application and reflection of knowledge,
* develop skills through practice and reflection,
* extend their learning as they bring their learning back to the classroom, and
* apply their extended knowledge and experiences to their vocations and every day lives following graduation.

For students in **Environmental Science**, the capstone experience (ENVS-501 and 502) fulfils the experiential learning requirement.

For students in **Bioinformatics and Computational Biology**, the co-op requirement fulfils the experiential learning requirement.

For students in **Biology** and **Biotechnology & Molecular Bioscience**, students must choose from a list of available experiences. The following are examples of EL fulfilment opportunities. This list is not exhaustive, and the GSOLS Experiential Learning Support (GSOLS ELS) group will have executive decisions regarding the inclusion of any specific opportunities in a graduate application.

* One or more Programmatic EL course, as has been approved by the College of Science Curriculum Committee and GSOLS ELS
* One or more upper level undergraduate research experience within GSOLS (e.g. BIOL 459) that must include dissemination of the students’ project, within or external to RIT;
* One or more approved summer research experience, within or external to RIT (e.g. Research Experience for Undergraduates, etc.);
* One or more approved co-op / research / internship experience, within or external to RIT;
* One or more approved clinical education experiences (e.g. intensive internship / rotation under the direct supervision of a credentialed practitioner;
* One or more approved field research experiences within or external to RIT; or
* One or more approved Study Abroad experiences.

Experiential Learning (EL) opportunities reinforce the knowledge and practices introduced in the first biology sequence courses. A standing committee composed of GSOLS Faculty (GSOLS ELS) will review all student submissions for experiential learning requirements to confirm that the experiences fulfil the requirements for graduation. Once these requirements have been met, students will be allowed to enrol in BIOL-500 to complete their degree requirement.

* 1. Academic Dishonesty

A breach of student academic integrity falls into three basic areas: cheating, duplicate submission and plagiarism.

1. Cheating: Cheating is any form of fraudulent or deceptive academic act, including falsification of data, possessing, providing, or using unapproved materials, sources, or tools for a project, exam, or body of work submitted for faculty evaluation.
2. Duplicate Submission: Duplicate submission is the submitting of the same or similar work for credit in more than one course without prior approval of the instructors for those same courses.
3. Plagiarism: Plagiarism is the representation of others’ ideas as one’s own without giving proper attribution to the original author or authors. Plagiarism occurs when a student copies direct phrases from a text (e.g. books,

journals, and internet) and does not provide quotation marks or paraphrases or summarizes those ideas without giving credit to the author or authors. In all cases, if such information is not properly and accurately documented with appropriate credit given, then the student has committed plagiarism.

For more information on the procedures for handling alleged breaches of academic integrity, please see RIT Policy D08.0, Student Academic Integrity Policy.

* 1. Suspension & Probation

An undergraduate student must maintain a cumulative GPA of 2.00 or above at RIT in order to remain in good academic standing. To help students maintain satisfactory academic performance, RIT has set academic standards that serve to identify, warn, and provide timely intervention to a student who is experiencing academic difficulty.

All probation and academic suspension actions are taken at the end of the fall, spring and summer terms. GSOLS will follow the RIT and COS Policies on Academic Actions including probations and suspensions (D05.1) with the additional stipulation that conditions in probation and suspension contracts remain binding at the discretion of the sponsoring program including potential program dismissal for non-compliance. Sample letters for probation and suspension are provided after section 9.4.

**Probation** refers to the academic action taken when a student is not in good academic standing. A student placed on probation is expected to sufficiently raise his/her GPA in the succeeding term so that the probationary status can be removed. In some circumstances, a student will also be required to satisfy specific conditions required by the home department in the form of an academic contract in order to be removed from probation.

**Suspension** refers to the academic action taken when a student is not permitted to enroll in courses at the university for a period of one calendar year.

* Any degree-seeking undergraduate student whose term or cumulative grade point average (see D5.0-Grades, section G) falls below a 2.00 (C average) will be placed on probation.
* Any student who is on probation according to A.1. above and who is not removed from probation in the two succeeding terms (including summer session) in which credit is attempted will be suspended from RIT for a period of one calendar year.
* Any student who has been placed on probation after having been removed from probation and whose cumulative grade point average is below 2.00 will be suspended.
* Any student who has been placed on probation after having been removed from probation and whose cumulative grade point average is 2.00 or above will be granted one term to be removed from probation before suspension from RIT.
* Any student whose term grade point average falls below 1.00 will be suspended from RIT for a period of one calendar year.
* Students who have been readmitted to their original program after having been suspended and then qualify for probation will be suspended from RIT.
* A suspended student cannot enroll in any credit or non-credit course at the university while on suspension.
* A suspended student may appeal a suspension decision. Individual colleges and/or programs may set limitations on the number of appeals a student can submit.
* A suspension may be waived upon written appeal to the student’s home program. Final suspension waiver requires dean (or designee) approval. For programs housed outside the college structure, the approval of the director of the academic unit in which the enrollment is requested is required.
* A suspended student may be required to satisfy specific academic conditions imposed by the home department in order to be considered for readmission to his/her program.
* A suspended student may be admitted to another program if it is approved by the dean (or designee) of the college in which enrollment is requested. For programs housed outside the college structure, the approval of the director of the academic program in which the enrollment is requested is required.
* Students must apply through undergraduate admissions for re-admission at the end of their suspension. Such re-admission must be approved by the dean (or his/her designee) of the college for which they are requesting enrollment (this may be the original college or another). For programs housed outside the college structure, the

re-admission must be approved by the director (or designee) of the academic unit for which they are requesting enrollment.

Dear [student name],

Based on recent updates to RIT’s academic action policies for the [**CURRENT]** academic year and the on-going situation with the COVID-19 pandemic, a review of your grades for **[CURRENT TERM]** indicatesthat you are to be placed on academic probation effective immediately. As a responsible partner in your educational experiences, you are expected to communicate this information with your legal guardians.

Placing you on academic probation is to officially call to your attention  the concern that you are not making satisfactory progress toward your degree at RIT. Failure to improve your grade point average may lead to your suspension from the Rochester Institute of Technology.

You must schedule a meeting by the third day of the new academic term with **Name of Associate Head** for Thomas H. Gosnell School of Life Sciences. The initial meeting should occur no later than the end of the second week of the academic term. Failure to schedule this meeting by the stated deadline could result in a hold on your SIS account impacting future registration. You and he/she will create a remediation plan to help you be more successful academically.

During these unprecedented times, you may also wish to seek assistance from the specialists in the Academic Success Center (585) 475-6682 or the Counseling Center (585) 475-2261 where a wide variety of services are offered to students who may be experiencing academic difficulties. However, you must take the initiative to seek such assistance.

I sincerely hope that your academic performance will improve well above the probationary level. If it does not, please be aware that there may be an impact on any financial support you may be receiving.

If you have any questions in connection with your probation, please feel free to discuss them with Name of **Associate Head** via the Life Sciences staff assistant at (585) 475-7577

Regards,

Dean of the College of Science

Professor of Mathematics

Dear Name of Student:

I regret to inform you that as a result of your performance of the **appropriate semester**, per RIT Policy 5.0, you are suspended from the Rochester Institute of Technology for a period of one academic year. During this suspension you may not enroll in any academic courses at the Institute.

According to present policy you may appeal a suspension by submitting a written appeal to your department head no later than the end of the first day of classes. If your appeal is denied you will need to reapply through the RIT Admissions Office for readmission should you decide to return to RIT following the period of suspension. According to RIT Policy 5.0 the dean or his/her designee of the college for which you are requesting re- enrollment must approve re-admission to RIT. This may be the original college imposing this suspension or another college at RIT.

I hope that you will recognize the fact that this suspension, however unpleasant, is intended to serve a very definite purpose—to give you time to rethink your performance, to reconsider your goals and objectives, and to seek advice and assistance as you reevaluate your earlier decisions and commitments.

In this connection I wish to assure you that many of us here at RIT are willing to assist you in any way possible. **Name of Head** of Thomas H. Gosnell School of Life Sciences, the Academic Support Center (585) 475-6682 and the Counseling Center (585) 475-2261 are available for advice and counsel.

If you have any questions regarding the above please feel free to contact **Name of** **Head** via assistant at (585)475-7577

Regards,

Dean of the College of Science Professor of Mathematics

* 1. General Education Requirements

Students in all Bachelor’s of Science degree programs are required to complete a minimum of 60 credit hours in General Education. The general education framework intentionally moves through three educational phases designed to give students a strong foundation, an introduction to fundamentals of liberal arts and sciences disciplines, and the opportunity for deeper study and integrative learning through immersion in a cluster of related courses.

An overview of RIT’s general education program can be found here: <http://www.rit.edu/academicaffairs/generaleducation/>

The general education curriculum consists of the following requirements:

1. **First Year Writing** —UWRT-150, ENGL-150, or ISTE-101
2. **Perspectives**—eight courses designed to introduce students to seven key areas of inquiry that develop ways of knowing the world. The perspective courses introduce students to fundamentals of a liberal arts and sciences discipline (methods, concepts, and theories) while addressing specific general education learning outcomes. Categories include: Ethical, artistic, global, social, science principles, natural science inquiry and mathematical. For Details see the General Education website ([http://www.rit.edu/academicaffairs/generaleducation/).](http://www.rit.edu/academicaffairs/generaleducation/%29)
3. **Immersion –** a series of three related general education courses that further broaden a student’s judgment and understanding within a specific area through deeper learning. Choices for immersions can be found here: https:/[/www.rit.edu/programs/immersions](http://www.rit.edu/programs/immersions)
4. **General Education electives**—the remaining general education elective credits may be specified by the academic programs in order for students to fulfill supporting requirements (e.g. math or science, foreign languages, etc.). Some of these credits will be general education electives that can be chosen by the students themselves. Credits in the perspectives category that exceed the minimum requirement will be applied toward the elective credits.

# ACADEMIC RESOURCES

* 1. Tutoring and Assistance

Each faculty member is required to hold office hours throughout each semester. During these hours, the faculty are available for both student appointments and walk in questions. These hours were designed primarily for students to have scheduled time every week to approach their faculty for tutoring and assistance. These hours should be found in your class syllabi and should be posted outside the office door of each faculty member.

Additionally, the Thomas H. Gosnell School of Life Sciences hires students with proven academic performance in particular courses to serve as “ad-hoc” tutors. Please feel free to contact the main GSOLS office for more information about the use of these tutors.

* 1. Academic Support Center

The Academic Support Center (ASC) is an academic support unit within the Division of Student Affairs providing programs and services that include experiences for students in classroom settings, small group, individual, general study skills, tutoring, and tutor training.

The ASC provides drop-in Math and Physics Tutoring in the **Bates Study Center**, located in Gosnell Hall, the main College of Science building. Tutors are available in the Bates Study Center Monday through Thursday 9am – 9pm and Friday 9am – 6pm.

For more information on the Academic Support Center and its various services, please visit: <https://www.rit.edu/studentaffairs/asc/>

* 1. College Restoration Program

The College Restoration Program (CRP) is an intensive one-semester only, academic intervention program for students facing academic suspension or probation. Students in serious academic difficulty can dramatically improve their performance with appropriate training and support.

For information regarding eligibility for CRP, visit the website: <https://www.rit.edu/studentaffairs/crp/>

If you believe CRP may be a good fit for your academic standing, please arrange a meeting with your academic advisor to discuss admission to the program.

* 1. Academic Alert System

The Academic (early) Alert system allows the course instructor to easily inform a student that they may be at-risk in specific area within a course. Both the student and the student’s academic advisor will receive a notification of the

instructor’s concern. Instructors and advisors will take a coordinated approach to help students utilize campus resources and develop an action plan. The following topics exist within the Early Alerts system: Attendance concern, Participation concern, Low assignment scores, Low quiz/test scores, academic concerns, YearOne No Show, Wellness-at-risk-of-failing.

**11 RIT Non Discrimination Statement**

RIT does not discriminate. RIT promotes and values diversity within its workforce and provides equal opportunity to all qualified individuals regardless of race, color, creed, age, marital status, sex, gender, religion, sexual orientation, gender identity, gender expression, national origin, veteran status, or disability.

The Title IX Coordinator has overall responsibility for the university’s institutional compliance with Title IX. Any person with a concern about the university’s handling of a particular matter related to sex or gender-based discrimination or harassment should contact:

Stacy DeRooy

Director of Title IX and Clery Compliance

Title IX Coordinator

171 Lomb Memorial Drive

Rochester, NY 14623

585-475-7158

Stacy.DeRooy@rit.edu

www.rit.edu/titleix

Any person may report sex discrimination, including sexual harassment, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report. Reports may be made regardless whether the person reporting is the alleged victim of any conduct that could constitute sex or gender-based discrimination or harassment. Reports may be made at any time (including during non-business hours) by calling the telephone number noted above, by electronic mail, by mail to the office address listed for the Title IX Coordinator, or by filing a report on line with RIT’s Title IX Office.

The U.S. Department of Education, Office for Civil Rights (OCR) is a federal agency responsible for ensuring compliance with Title IX. OCR may be contacted at 400 Maryland Avenue, SW, Washington, DC 20202-1100, (800) 421-3481.

# STAFF DIRECTORY

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